



FINAL MINUTES OF THE FIFTY–SECOND MEETING OF THE MANAGEMENT BOARD (3–4 DECEMBER 2015)

3 DECEMBER

Introduction by the Chair

The **Chair** welcomed the participants, and in particular the new members representing Member States at the Management Board.

The Slovak Republic (SK) nominated Ms Dominika Greisigerová from the Anti-Drug Policy Coordination Department of the Ministry of Health as substitute member.

The European Commission was represented by Ms Floriana Sipala (Head of Unit of the 'Anti-Drugs Policy' Unit at DG Migration and Home Affairs), who was accompanied by Ms Paola Mazzarini (responsible for the coordination with the EMCDDA within the 'Anti-Drugs Policy' Unit). Due to a JHA Council and the EU Internet Forum, Mr Matthias Ruete, Director General of DG Migration and Home Affairs and Mr Luigi Soreca, Director within the same DG, were not able to attend the meeting. Mr Philippe Roux (Head of Unit of the 'Health determinants' Unit at DG Health and Food Safety) was also excused.

Mr Dirk Lesser excused the absence of Ms Marlene Mortler, member for Germany (DE), for reasons of sick leave. Ms Mortler forwarded, on behalf of the German government, her thanks to the outgoing Chair, Vice-Chair and Chair of the Budget Committee. Mr Andreas Weinseiss, from the Ministry of Health, accompanied the member from Austria (AT) at this meeting. Mr Onur Özen from the Turkish national focal point accompanied Mr Cengiz Erişir, member for Turkey (TU).

Italy was not represented at the meeting, and gave its proxy vote to Greece. Slovenia could also not be present and gave its proxy vote to France.

The Chair welcomed the Executive Secretary of the Pompidou Group of the Council of Europe, Mr Jan Malinowski, at the meeting. UNODC and WHO were not represented.

The Chair thanked all the Management Board members for their constructive collaboration during his two mandates from January 2010 to December 2015 and in particular Mr Gillard for his valuable assistance as Vice-Chair and excellent work as Chair of the Budget Committee. The Chair further expressed his gratitude to Ms Barbara Dührkop Dührkop and Ms Carla Rossi who also come to an end of their mandates as representatives of the European Parliament. Ms Dührkop Dührkop served on the Management Board since January 2010 and put her long experience as member of the European Parliament from 1987 to 2009 at the service of the EMCDDA. Ms Rossi was designated as member of the Management Board by the European Parliament from January 2006 on, after having been a substitute member since 2000, and brought her scientific expertise in the drugs field to the Management Board. Finally, the Chair announced that Mr Wolfgang Götz has been elected by the LIBE Committee and designated by the European Parliament as member of the Management Board from January 2016 on.

The Director and the Director elect will participate in the meeting. The Chair welcomed the interpreters, providing simultaneous interpretation from and into French, English, German and Portuguese. Members could in addition speak Dutch. Slovenian was not needed since the delegation was not represented.

The Chair reminded the participants that as usual, the documents for this meeting were posted on the Management Board consultation site, along with a list of members. The list is updated each time a Member State's competent authority officially nominates a new member.

The Chair reminded those attending that the Budget and Executive Committee met on 2 December 2015 in order to prepare the Management Board meeting.



1. Adoption of the agenda

EMCDDA/17/15 rev 1
EMCDDA/18/15

The Chair suggested adding an item for decision on the election of one or two members to the Executive Committee on Friday 4 December.

Decision: The Management Board adopted the revised agenda of the meeting.

2. Activity reports:

2.1. Report on the activities of the Chairperson and the Executive Committee

EMCDDA/19/15

No comments were made to the document.

2.2. Report from the Budget Committee

No Budget Committee meeting took place in the autumn. The Chair of the Budget Committee summarised the discussions held at the Budget Committee meeting of 2 December 2015.

Concerning the EMCDDA budget for 2015, the European Commission estimated the costs for the second selection procedure for the post of the EMCDDA Director to be borne by the EMCDDA to a total amount of approximately EUR 11 000.

Regarding the situation of the buildings, the Mascarenhas building was sold on 23 January 2015 for EUR 2,5 million. In line with the proposal of the EMCDDA endorsed by the Budget Authority in 2004, through which the revenue obtained from the operation could allow to cover the renting costs, the EMCDDA started negotiations with the Authority Port of Lisbon (APL) with a view to reaching an agreement for paying the EUR 2,5 million to APL in 2015 and offset this amount against the rent to be paid in the coming four years. Negotiations were concluded at the end of November with the support of the Chair of the Management Board. By 14 December 2015 the EMCDDA will pay to APL the EUR 2,5 million. This amount, plus an annual discount of 3,5% in the rent, will be deducted from the rent to be paid in the coming four years. These resources will be redeployed from administrative to operational activities. The Budget Committee congratulated the Director and his staff for the solution found for the redeployment of the revenue from the sale of the Mascarenhas building.

The Director of the Maritime Analysis and Operations Centre – Narcotics (MAOC-N) expressed in November 2015 a renewed interest in renting the area in the Relógio building. The EMCDDA proposed a contract for one year, renewable by periods of 6 months, with a monthly cost of EUR 11,670. The proposal will be submitted to the Executive Board of MAOC-N at its meeting on 3–4 December 2015. The Budget Committee encouraged the Director to pursue the efforts to find a solution for the Relógio building with MAOC-N, or with any other tenant.

The Budget Committee analysed the EMCDDA draft budget for 2016 and the preliminary draft budget for 2017. The European Commission observed that the Establishment plans should comply with Article 38 of the Financial Regulation of the EMCDDA, which provides for the capacity of the EMCDDA Management Board to modify the establishment plan by up to 10% of the posts authorised, except in the cases of grades AD 13 to AD 16. The number of AD 13 posts was therefore corrected in both documents.

2.3. Report on the external activities of the Director

EMCDDA/20/15

No comments were made to the document.



3. Exchange of views with the incoming Director

EMCDDA/21/15

The **Director elect**, Mr Alexis Goosdeel, presented his vision for the agency during his five-year mandate starting on 1 January 2016.

The Director elect will prepare, in close consultation with the statutory bodies, a long-term strategy for the Centre for the period 2016–2025 (Strategy 2025) that will be presented for adoption to the Management Board in December 2016. The main objective of the strategy will be to position the EMCDDA as ‘the EU agency that delivers drug-related information and analysis that make a difference for its customers’.

The strategy will lay down the long-term vision and objectives of the EMCDDA, and will aim at aligning the activities of the Centre with the goal of increasing the perceived added value for its European and national stakeholders. This will require the Centre to move progressively from an information-centred model to a service-oriented model, building on the information collected to provide tailored analysis to its customers.

Following his appointment by the EMCDDA Management Board, the Director elect started the preparation of the handover in close cooperation with the Director, Wolfgang Götz. In that context, the Director elect undertook several preparatory activities on sharing the vision and preparing the 2025 strategy with the staff and statutory bodies of the Centre, and with some key external stakeholders. He stressed the importance of a regular and direct communication with the staff, as well as the interesting exchanges he had with the Scientific Committee and the Heads of the national focal points. The Director elect dedicated particular attention to the availability and allocation of resources, and their efficient management for the delivery of the strategy by finalising the budget for 2016 and outlining the projections for the budget for 2017–19. Finally, in line with a key priority of his mandate which is ‘added value perceived by stakeholders’, he was involved in activities with regards to the measuring and improving of the performance of the agency.

The actions planned for 2016 cover both the implementation of the 2016 work programme and the preparation of the long-term strategy and the internal reorganisation, according to the three clear priorities presented in his programme: customers, strategy and resources.

UK asked the Director elect if he could confirm that his programme and the temporary modification of the organisational structure will not cut across any decisions taken on the next three-year strategy and work programme and work programme for 2016.

The **Director elect** replied that the programme he presented to the Management Board was fully integrated in the proposed strategy and work programme for 2016–18 and the work programme for 2016. Also the temporary adjustment of the organisational structure is fully compatible with the announcements previously made. A more complete reorganisation of the Centre will be prepared to support the implementation of the Strategy 2025 and both documents will be submitted to the Management Board at its meeting of December 2016. The EMCDDA will face challenges for its future work programmes and the way it operates as the amounts of the EC subsidy for the EMCDDA will remain stable until 2018, which in real terms represents a decrease of about EUR 250 000 per year. The Director elect stated that he intended to increase and optimise the productivity of the available resources. Since the establishment plans for the years to come foresee cuts in posts, the possibility of fixed-term contracts could be analysed to avoid risks for the Centre’s sustainability. Another approach to find new competences might be to establish external contracts with universities in cases of replacement of retiring staff, and stop further internalisation of the work.

Ms Floriana Sipala, representative of the European Commission, congratulated Mr Goosdeel on his appointment as new Director of the EMCDDA. She also warmly thanked Mr Wolfgang Götz for having given a strong impulse to the agency during his mandates and for having accepted to go through a long transition phase.

The European Commission stressed the existing mutual trust and open dialogue between both organisations, and wished to engage even further to strengthen the collaboration and partnership with the new Director and the agency. The Commission reiterated that the EMCDDA plays a crucial role in supporting drugs policy-making in the EU and is a reference point for drug-related data collection in Europe. It also enjoys broad recognition from policy-makers, within and outside the EU, for the robust monitoring system put in place. The Commission also recalled that in the current climate of budget constraints, it is important that the agency continues increasing its efficiency in delivering its outputs and carefully chooses how to deploy available resources in order to develop



new activities. The EMCDDA should thus continue to deliver in the areas where the agency has a true added value.

4. Presentations by EU Presidencies

4.1. Presentation on the conclusions of the Luxembourgish Presidency

Mr Xavier Poos summarised the first conclusions of the **LU** Presidency. Priorities were given to Health, placed under the patients' signs, and Innovation. The main topics which were discussed were alcohol, personalised medicine, dementia, Ebola, mobility and patient rights, food safety and pharma & medical devices. An informal meeting of Health Ministers took place on 24–25 September in Luxembourg, and a formal Council of Ministers of Health was organised on 7 December 2015.

The LU Presidency contributed to the EU position in view of the UNGASS in April 2016 and to the elaboration of an outcome document to be prepared by the UNGASS Board. The Presidency intervened in a Civil Society Forum on Drugs meeting in October and consulted with representatives of Civil Society's organisations at the Horizontal Drugs Group (HDG) meeting in December. During the LU Presidency, the Council agreed on conclusions on the implementation of the EU Action Plan on Drugs 2013–16 regarding minimum standards in drug demand reduction in the EU. An expert group reporting to the HDG was set up to define the scope and possible ways of monitoring the misuse of prescription drugs, and a paper was issued on the achievements and ways forward in this area. The Presidency elaborated a revised EU instrument on new psychoactive substances. The national drug coordinators meeting took place on 28–29 September 2015 in Luxembourg around the topic 'Drug prevention: a global concept with converging objectives'.

On behalf of the Management Board, the **Chair** congratulated **LU** for its successful work.

4.2. Presentation of the programme for the Dutch Presidency

Ms Wil de Zwart presented the programme of the **NL** Presidency. The legislative agenda includes topics such as a Regulation on medical devices and in-vitro diagnostics, the revision of the Regulation of the European Medicines Agency (EMA), the draft Regulation on new psychoactive substances and a revision of a social security regulation for cross-border long-term care entitlement. Other priorities in the area of health are anti-microbial resistance, a policy on pharmaceuticals, product improvement and dementia. An informal meeting of Ministers of Health is planned on 18 April 2016.

In terms of drugs policy, the priorities of the NL Presidency are the preparations for the CND and the UNGASS 2016, the draft regulation on new psychoactive substances and the EU–CELAC High-Level Meeting (HLM). The Presidency will start with an HDG meeting on 7–8 January 2016. The special CND session will take place on 14–22 March 2016 in Vienna and the UNGASS on 19–21 April 2016 in New York. A national coordinators meeting is scheduled on 2–3 May on 'Drugs and the night life' and the EU–CELAC HLM on 13–17 June 2016 in Amsterdam.

On behalf of the Management Board, the Chair wished **NL** luck for its Presidency.

SE wondered about the date for the informal meeting of Ministers of Health, as it coincided with the UNGASS week in New York. NL will check the reasons for this planning.

5. Points for decision/adoption by the Management Board:

5.1. Budget for 2016

EMCDDA/22/15

The **Chair of the Budget Committee** presented the main figures of the EMCDDA budget for 2016.



In line with the EC Communication to the European Parliament and the Council on the programming of human and financial resources for decentralised agencies for 2014–20 of 10 July 2013, the European Commission (EC) proposed an EU subsidy for 2016 to the EMCDDA which equals the annual amount forecast for 2015 until 2018, i.e. EUR 14 794 000. The European Parliament voted a request for an increase of EUR 2 600 000 as compared to the amount presented in the Commission's 2016 draft budget. The conciliation procedure between the European Parliament and the Council was concluded on 25 November 2015, and resulted in an agreement on the amount of an EU subsidy to the EMCDDA of EUR 14 794 000.

The budget for 2016 enters therefore, like in 2015, EUR 14 794 000 as main revenue to be provided by the EU 2016 subsidy to the EMCDDA, EUR 389 962 for the contribution foreseen by Norway and EUR 210 000 for the contribution foreseen by Turkey for its third year of participation in the work of the EMCDDA. The amount of the total appropriations for the Reitox co-financing remains the same as in 2015. Mr Gillard stressed that thanks to the agreement for paying the EUR 2,5 million to APL (Lisbon Port Authority) in 2015 and by offsetting this amount against the rent to be paid in the coming four years, about EUR 530 000 will be saved as a result of the reduction of the renting costs in 2016 and will be redeployed to operational activities. He also noted that the increase in the appropriations for statutory meetings in the 2016 budget was due to increased needs for Risk Assessment meetings with Scientific Committee members.

A corrigendum to the budget for 2016 was distributed as room document to correct the number of AD 13 posts in annex 3 (Establishment plan).

The **Director** thanked the members of the European Parliament for their commitment to vote in favour of an increase of the EMCDDA's budget for 2016 and in particular Ms Barbara Dührkop Dührkop for her support in this process. He also thanked DG Migration and Home Affairs, which accompanied positively the efforts and the LU Presidency through the Minister of Health, Ms Lydia Mutsch, and Mr Xavier Poos, member on the Management Board. For the first time a Council Presidency defended the EMCDDA's interests, even if the outcome of the conciliation procedure was negative. The Director expressed his gratitude to all concerned actors.

LU regretted that despite all its efforts, the discussions about EU agencies' budgets during the conciliation procedure focused on priorities such as migration and security in Europe.

Ms Barbara Dührkop Dührkop, representative of the European Parliament, thanked the LU Presidency for having supported the position of the European Parliament. She stated that the general EU budget is decreasing over the years, and that it not possible to set a wide range of political priorities if the budget is lower with 28 Member States than it was with 15.

Decision: The Management Board adopted at unanimity the EMCDDA budget for 2016.

5.2. Strategy and work programme for 2016–18 and work programme for 2016

EMCDDA/23/15

The **Director elect**, Mr Alexis Goosdeel, presented the outline of the fourth strategy and work programme since the EMCDDA's recast Regulation in 2006, covering the period of 2016–18, and highlighted products and services of the different key strategic and cross-cutting action areas.

With a view to anticipating the implementation of the Single Multi-annual Programming Document (article 32 of the Framework Financial Regulation applicable to EU agencies and of the EMCDDA Financial Regulation) from 1 January 2016 on, the EMCDDA's draft 2016–18 strategy and work programme includes for the first time the corresponding upcoming annual work programme, namely the work programme for 2016. The structure of the document is simplified and does not reflect the organisational structure of the EMCDDA anymore, but a more strategic vision of the work, with the broader objective to contribute to a more secure and healthier Europe.

To guarantee a sound framework for the agency's future activities, preparatory work has been informed by internal reviews and a large consultation of key institutional partners and external stakeholders. The Director elect thanked all stakeholders for their contributions and all staff involved for their work. The main strategic priorities were discussed at the Management Board meeting in September 2015.



In accordance with the EMCDDA Regulation, the EMCDDA Scientific Committee and the European Commission were consulted on 31 March 2015. The Reitox national focal points were also invited to provide comments on the document. The draft submitted to the Management Board members reflects the outcome of the consultation exercise.

Ms Floriana Sipala, representative of the European Commission, summarised the positive opinion of the Commission on the document, which was adopted on 16 November 2015.

The European Commission welcomes the substantial support that the Centre will provide to implement the future EU legislation on new psychoactive substances (NPS), as well as the reinforced focus on the early warning and threat assessment task, to better tackle NPS. The European Commission further welcomes the planned work on drug supply indicators and encourages the EMCDDA to achieve results by 2016, and praises the role of the EMCDDA to provide technical support to the Commission and the Member States in preparation of the 2016 United Nations General Assembly Special Session on Drugs (UNGASS). Thanking the SE government for its support to the extremely valuable European School Survey Project on Alcohol and Other Drugs (ESPAD) with evident EU added value, the Commission welcomed the approach that the EMCDDA should host ESPAD's activities, publish the ESPAD report in 2016 and take further the work in the next years. Finally, the Commission encouraged the Agency to develop further synergies with other Agencies, and in particular with the European Maritime Safety Agency (EMSA) based in Lisbon with a view to minimalising costs.

Mr Gerhard Bühringer, Chair of the Scientific Committee, presented the main points of the formal opinion of the Scientific Committee on the EMCDDA's draft 2016–18 strategy and work programme and 2016 work programme.

Generally the Scientific Committee fully supports the EMCDDA for its new three-year strategy and work programme and the 2016 work programme, which are conceptualised across three main areas: 1) early warning and threat assessment, 2) situation, responses and trend analysis and 3) communicating evidence and knowledge exchange. The Scientific Committee strongly welcomes the approach of applying an early warning and threat assessment approach across all areas of the strategy and work programme and not only to NPS. The Scientific Committee notes the connectivity with other-substance related and behavioural addictions and highlights the importance of continuing to monitor polydrug use. Polydrug use plays an important role in the area of safety at the workplace, which could be an area of work for the EMCDDA in the future. The Scientific Committee understands the challenges of providing rapid and yet reliable analysis, and is pleased about the visibility given to the EMCDDA's main outputs with increased use of infographics and other visualisation techniques. Large part of the core data sets held by the EMCDDA and Reitox could be extremely useful to the scientific community to support health and well-being in Europe.

The Scientific Committee is aware of the challenges of increasing tasks versus constraints in financial and human resources, and recognises that it will not be possible to continuously make efforts of prioritisation of activities and rationalisation of working processes.

Mr Tim Pfeiffer-Gerschel, Spokesperson of the national focal points, expressed a cautious view on the new approaches and tasks for the next three years. He underlined the interest of the assessment of the key epidemiological indicators, which shows that important gaps in data collection still exist between the different Member States. Methodological issues concerning data collection on NPS need further development.

The spokesperson further stressed that the co-financing system is a mechanism of utmost importance for most of the national focal points which face complex challenges to cover their tasks, and hoped that the focal points could rely on the new Director for support to maintain the system, as it has been the case with the current Director.

DK thanked the Director for the comprehensive draft 2016–18 strategy and work programme and 2016 work programme. DK supported the Commission's view to strengthen synergies with EMSA to free up resources for core tasks. DK also commented that the performance regarding the key epidemiological indicators is still facing challenges. In terms of polydrug use, the EMCDDA should only deal with medicines taken with illicit drugs, as specified in the Regulation and as a matter of prioritisation, and should not embark on monitoring the misuse of medicines. DK suggested clarifying this issue throughout the document, and will propose precise modifications to be introduced in bilateral.



SE thanked the EMCDDA for the very good document. SE stressed the importance to maintain the focus on the core business according to the EMCDDA's mandate, and appreciated the willingness to release efforts from the administrative work to operational activities, as well as to strengthen synergies with EMSA.

SE supported the approach to find a long-term solution for ESPAD, and thanked the EMCDDA and the European Commission for their support. SE is pleased with the publication of the next ESPAD report by the EMCDDA, but suggested to clarify in the document that the EMCDDA will assume the responsibility for the coordination of ESPAD.

FR thanked the EMCDDA for the comprehensive and ambitious, but realistic, work programmes. FR underlined that the priority for the EMCDDA and the Reitox network to promote scientific excellence was crucial. In the area of NPS the EMCDDA should focus on information exchange and face the challenges of increased workload with a reinforced team. FR recommended that the EMCDDA should progress further on the development of drug supply indicators, in collaboration with Europol. FR agreed with the Scientific Committee that the approach to provide rapid and yet reliable alerts to assess emerging risks should be further promoted. Monitoring drugs and alcohol and the issue of Internet and drugs are of particular interest for the work of the EMCDDA. Finally, FR expressed the view that the EMCDDA should focus increasingly on addictive behaviours, rather than on single substances.

NO noted the very good quality of the document, and supported the long-term solution for ESPAD finding a permanent home at the EMCDDA. As the President of the Pompidou Group, NO will be pleased to continue collaborating with the ESPAD project until the permanent details are settled. NO recommended to explore further synergies with EMSA to reduce administrative costs, and agreed with DK that a more formal discussion on the scope of monitoring of misuse of pharmaceutical products is needed outside the context of polydrug use.

UK agreed with DK and NO that the EMCDDA should operate in line with its mandate. This would not preclude looking at the misuse of medicines obtained via illicit supply.

Mr Tim Pfeiffer-Gerschel, Spokesperson of the national focal points, reminded that the issue of misuse of medicines had already been addressed at the Management Board some time ago and that the national focal points perceived the activities in this area in the context of a continuously low-level approach. Member States are also partly involved in the data collection on this issue, while the UN already included questions on misuse of medicines in its questionnaire, which is contradictory at working level.

DE thanked the EMCDDA for the thorough document. DE noted the important challenges that the agency will have to face in the context of budgetary constraints, and supported the view to seek for strengthening the synergies with EMSA and other Agencies, as well as to concentrate on core tasks. DE will fully support the EMCDDA for the implementation of its work programme.

The **Director elect** thanked the members for their constructive comments. He thanked in particular the Member States which expressed support to the coordination of ESPAD by the EMCDDA. A solution still has to be found to secure financial support for the ESPAD activities from 2017 on. The Director elect confirmed that the EMCDDA will continue and strengthen its synergies with EMSA, and added that the EMCDDA is among the leading Agencies in what concerns synergies with sister Agencies. The Director elect replied to the request for clarifications requested by DK and SE concerning misuse of medicines that the work undertaken in this area corresponds to the EMCDDA's mandate, but also that the ongoing discussions at the HDG on this issue have not been concluded yet. He suggested that the modifications to be introduced to the document should be discussed in bilateral with the Scientific Director.

Decision: The Management Board adopted at unanimity the strategy and work programme for 2016–18 and the work programme for 2016, which will be revised in the lights of the comments made by DK and SE.



5.3. Preliminary draft budget for 2017

EMCDDA/24/15

The **Chair of the Budget Committee** presented the main features of the EMCDDA preliminary draft budget for 2017. The preliminary draft budget for 2017 enters EUR 14 794 000 as main revenue to be provided by the EU 2017 subsidy to the EMCDDA, like in 2016, EUR 389 962 for the contribution foreseen by Norway and EUR 271 000 for the contribution foreseen by Turkey for its fourth year of participation in the work of the EMCDDA.

A corrigendum to the preliminary draft budget for 2017 was distributed as room document to correct the number of AD 13 posts in the Establishment plan.

The European Commission informed at the Budget Committee meeting of 2 December that the relevant information for the 2017 budget procedure was not yet available, in particular regarding the staff, even though it assumed that the 'Commission Communication on human and financial resources for decentralised agencies 2014–2020' would be the baseline for the Agency. For this reason, it abstained from the adoption of the document.

Decision: The Management Board adopted the preliminary draft budget for 2017, with the abstention of the European Commission.

5.4. Art. 32 of the EMCDDA Financial Regulation:

EMCDDA/25/15

- Changes to the annual and multi-annual programming

The **Director** reminded that article 32 of the EMCDDA Financial Regulation will enter into force on 1 January 2016. This article, which builds on the provisions of the similar article from the Revised Framework Financial Regulation for the decentralised agencies of 30 September 2013, requires the EMCDDA to put in place a single multi-annual programming document which consolidates the agency's triennial and annual work programme and provides detailed information on the human and financial resources which are required in order to implement these work programmes.

Article 32 also gives the Director, for the first time, the flexibility to implement 'non-substantial amendments' to the agency's work programme. Specifically, it stipulates that 'The Management Board may delegate the power to make non-substantial amendments to the annual work programme to the authorising officer of the EMCDDA'.

The Executive Committee agreed with the definition of 'non-substantial amendments' put forward by the agency and the proposal that the Management Board should delegate the power to make such 'non-substantial amendments' to the Director at its meeting of 9 September 2015.

At the Management Board meeting of 9–11 September 2015, the decision was postponed further to the recommendation from the member for Germany on the Management Board. Further clarifications were provided after the meeting by the Director to the German member on the Management Board.

Decision: In line with the relevant provisions of article 32 of the Framework Financial Regulation applicable to EU agencies and of the EMCDDA Financial Regulation, the Management Board adopted at unanimity the proposed definition of 'non-substantial amendments' to the annual work programme, and delegated the power to make such 'non-substantial amendments' to the EMCDDA Director.

5.4. Art. 32 of the EMCDDA Financial Regulation:

EMCDDA/26/15

- Single Programming Document (for information)

The **Director** informed that in line with Article 32 of the EMCDDA Financial Regulation and with the Financial Framework Regulation applicable to all EU agencies, the EMCDDA will be required to prepare a Single Multi-annual Programming Document (SPD).



According to this article, by 31 January 2016 the agency will be under the obligation to submit to its stakeholders a SPD which will incorporate the information contained in four different programming documents, as follows: the multi-annual work programme, the relevant annual work programme, the applicable Multi-annual Staff Policy Plan and the Financial Statement. The SPD will need to be updated each year, on a rolling basis.

The Director explained the main changes to the EMCDDA's multi-annual and annual planning cycle.

5.5. Renewal of the Scientific Committee

EMCDDA/27/15

The **Director** informed that the mandate of the EMCDDA Scientific Committee and the validity of the current reserve list expire on 31 December 2016.

The current members have indicated their interest in continuing to serve as members of the Scientific Committee for the period 2017–19. In accordance with the 'Procedures and arrangements for the selection and appointment of the members of the Scientific Committee of the EMCDDA', the EMCDDA management and the Executive Committee recommended to the Management Board to renew the appointment of the Scientific Committee members for a new three-year term from 2017–19, and to extend the validity of the reserve list for the same period. The proposal is brought forward to the Management Board at this point in time as the procedure for launching a call for expression of interest for a new Scientific Committee takes about a year.

AT supported the proposal and highlighted the excellent work of the Scientific Committee.

Decision: Upon recommendation by the Executive Committee, the Management Board decided to renew the members of the EMCDDA Scientific Committee for a further three-year period from 2017–19, and to extend the validity of the reserve list for the same period.

5.6. Election of the Chair of the Management Board (restricted session)

EMCDDA/28/15

The current Chair, Mr João Goulão (PT), was elected on 3 December 2009 for a three-year mandate (2010–12), and was renewed for a second mandate on 6 December 2012 (2013–15). His mandate ends on 31 December 2015 and cannot be renewed.

The Chair announced that Ms Laura d'Arrigo (FR) was candidate for the post of Chair. The Chair was assisted by Ms Floriana Sipala and Ms Barbara Dührkop Dührkop for counting the votes.

Decision: The Management Board elected Ms Laura d'Arrigo in the first voting round by 23 votes in favour, 4 votes against and 5 abstentions for a first mandate as Chair of the Management Board from 1 January 2016 to 31 December 2018.

Ms d'Arrigo thanked the Management Board members for their trust and committed to collaborating in a constructive way with all members during her mandate. She also paid tribute to Mr João Goulão as Chair over the past six years.

5.7. Election of the Vice- Chair of the Management Board (restricted session)

EMCDDA/29/15

The current Vice-Chair, Mr Claude Gillard (BE), was elected on 3 December 2009 for a three-year mandate (2010–12), and was renewed for a second mandate on 6 December 2012 (2013–15). His mandate ends on 31 December 2015 and cannot be renewed.

The Chair announced that Mr Franz Pietsch (AT) and Mr Xavier Poos (LU) were candidates for the post of Vice-Chair. The Chair was assisted by Ms Floriana Sipala and Ms Barbara Dührkop Dührkop counting the votes.

Decision: The Management Board elected Mr Franz Pietsch in the first voting round by 23 votes in favour, 9 votes for Mr Xavier Poos, no votes against and no abstentions for a first mandate as Vice-Chair of the Management Board from 1 January 2016 to 31 December 2018.



Mr Franz Pietsch thanked the Management Board members for their trust and expressed his commitment for a close collaboration with the Chair and all Management Board members.

5.8. Election of one Budget Committee member (restricted session)

EMCDDA/30/15

Mr Claude Gillard (BE) was elected at the Management Board meeting of December 2009. His mandate was renewed on 6 December 2012 and comes to an end on 31 December 2015, and can be renewed.

The Chair announced that Mr Claude Gillard (BE) was candidate for being renewed as member of the Budget Committee.

Decision: The Management Board renewed Mr Claude Gillard as Budget Committee member in the first voting round by 30 votes in favour and 2 abstentions for a mandate from 1 January 2016 to 31 December 2018. The Management Board also elected at unanimity Mr Claude Gillard as Chair of the Budget Committee for the same period.

Mr Claude Gillard thanked the Management Board for renewing him in his task as Chair of the Budget Committee. As last founding member of the Management Board, he represents continuity and always took an interest in budgetary and financial matters.

Mr Gillard suggested holding elections for two members of the Executive Committee to replace Ms d'Arrigo and Mr Pietsch on Friday morning, to allow the Executive Committee to be fully representative at its two next meetings in May and before the Management Board meeting in summer.

Ms Floriana Sipala, representative of the European Commission, supported this view as the Executive Committee is composed by the Chair, the Vice-Chair, two other members of the Management Board representing the Member States and two Commission representatives.

FR and AT observed that ideally more time should be allowed for candidates to consult with their authorities.

The Chair concluded that he will propose to hold elections the next day at the beginning of the meeting.

4 DECEMBER

The Chair informed about four candidates for becoming member of the Executive Committee: Mr Francisco Babín Vich (ES), Mr João Goulão (PT), Mr Xavier Poos (LU), Ms Susan Scally (IE). The Chair suggested modifying the draft agenda of the Board meeting by holding immediately elections for two members of the Executive Committee.

Decision: The revision of the draft agenda was adopted.

5.9. Election of two Executive Committee members

The Vice-Chair, Ms Laura d'Arrigo and Mr Franz Pietsch counted the results. In the first voting round Mr João Goulão (PT) was elected with 22 votes. In the second voting round, Mr Francisco Babín Vich (ES) got 6 votes, Mr Xavier Poos (LU) 12 votes and Ms Susan Scally (IE) 13 votes, while one voting slip was not valid. Mr Francisco Babín Vich (ES) withdrew his candidature. CZ gave a proxy vote to BU for the next voting round. In the third voting round Mr Xavier Poos (LU) received 11 votes and Ms Susan Scally (IE) 21 votes. Mr Xavier Poos withdrew his candidature. The Management Board agreed not to proceed with a further voting round.

Decision: The Management Board elected Mr João Goulão (PT) and Ms Susan Scally (IE) as members to the Executive Committee for a mandate from 1 January 2016 to 31 December 2018.

Mr João Goulão and Ms Susan Scally thanked the Management Board members for their support.



6. Points for decision/adoption by the Management Board:

6.1. Temporary modification of the EMCDDA organisational structure

EMCDDA/31/15

In order to maximise the use of the agency's human and financial resources, and ensuring the essential organisational adjustments required before the presentation in December 2016 of the EMCDDA long-term strategy, **the Director elect** explained that he intended to temporarily merge the former 'Governance' unit with 'Reitox and international cooperation' unit under a new 'Reitox and external partners' unit. The aim is to group under the same umbrella the activities related to relations between the EMCDDA and its external partners: the Reitox network, the EU institutions and agencies, international organisations and partner countries.

In order to support the Director for the drafting and implementation of the strategy, for the monitoring and reporting on the execution of the three-year and annual work programmes, including the key performance indicators, financial analysis and budgetary monitoring, the Director elect proposed the creation of a small office, the 'Executive office'. This small team will coordinate and monitor the implementation of the agency's strategy in close cooperation with middle management.

A final proposal for a revised organisational structure will be submitted to the Management Board together with the long-term strategy for EMCDDA activities and operations up until 2025. The two new Units will be maintained.

Decision: The Management Board adopted at unanimity the temporary modification of the organisational structure of the EMCDDA.

6.2. Charter of the EMCDDA accounting officer

EMCDDA/32/15

The **Director** explained that according to the provisions of Article 20 of the Rules implementing the Financial Regulation applicable to the EMCDDA, which entered into force on 1 January 2015, the EMCDDA has to provide each financial actor, namely the authorising officer and the accounting officer, with a charter describing in detail their tasks, rights, duties and responsibilities.

The EMCDDA Director already adopted a decision on the charters of the EMCDDA authorising officers by delegation and sub-delegation, which reflect the charters adopted for the corresponding actors in the European Commission.

Considering that the EMCDDA Management Board appoints the EMCDDA accounting officer, the charter of the accounting officer should be adopted by the Board. The charter is in line with the charter of the accounting officer of the European Commission.

Decision: The Management Board adopted the proposed charter of the EMCDDA accounting officer.

6.3. IAS Strategic Internal Audit Plan for 2016–18

EMCDDA/33/15

The **Director** reminded that the Internal Audit Service of the European Commission (IAS) is responsible for the internal audit of the agency, and has the task to report to the Management Board and the Director, but not to other Commission's services. Every three years the IAS proposes a Strategic internal audit plan after an on-site mission, which contains a set of prospective topics for the audits to be conducted during this three-year period.

The Director provided the IAS with his comments on the content of the draft Strategic internal audit plan for 2016–18. The Director made clear that he did not agree with one of the two suggested topics, namely 'Publications Management', as the expected added value arising from such an audit was far from evident as shown in past experience, and expressed the opinion that 'Business Continuity' should instead be audited with priority.

The need to carry out an audit on 'Business Continuity' was stressed, as this topic had been foreseen in the 2013–15 period, but not yet performed; moreover, the IAS had already been made aware of the fact that Business Continuity is a field that still requires improvement and that therefore an audit is considered a priority. The IAS then sent what it considered to be the final version of the Strategic internal audit plan for 2016–18.

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The IAS proposed to keep the two audits on 'Publications Management' and 'Management of data collection, validation and quality assurance' and to conduct a limited review on 'Business Continuity'. The Director asked the Management Board to consider the audit topic on which an agreement was found and to replace the topic on 'Publications Management' by 'Business continuity'.

Ms Floriana Sipala, representative of the European Commission, expressed the view that the IAS should have been invited to the Management Board meeting to explain the choice of topics, corresponding to a current practice in Agencies. She stressed that the IAS was an independent service, and that it was not appropriate to disregard its opinion. Ms Sipala stated that the audit topic on 'Publications Management' should be included in the Strategic internal audit plan for 2016–18. In addition, the Commission suggested that the new EMCDDA Director should invite the IAS Director to an Executive Committee meeting and mutual efforts should be made to improve the working relations.

The Director replied that the internal auditors are not invited as a standard practice by all Agencies, and that the internal audit methodology does not always fit to Agencies with scientific tasks.

The **Director elect** supported the views of the Director. He suggested an exchange of letters and possibly a meeting with the IAS Director at the beginning of 2016 to improve the dialogue with the IAS.

UK supported the choice of the two audit topics on 'Management of data collection, validation and quality assurance' and 'Business Continuity'. In terms of 'Publications Management' UK suggested that the agency could develop a benchmarking exercise with other international organisations such as WHO or the Pompidou Group to measure the processes and quality of its publications.

The **Vice-Chair** proposed to the Management Board to agree with the proposal made by the Director and to ask the new Director to elaborate a work programme with the IAS to resolve future difficulties. The Executive Committee or Management Board could consider inviting the IAS Director to a future exchange of views.

Decision: The Management Board considered that 'Business Continuity' and 'Management of data collection, validation and quality assurance' should be the only topics to be audited by the IAS under the Strategic internal audit plan for 2016–18. The European Commission voted against this decision.

6.4. Memorandum of Understanding between the EMCDDA and Switzerland

EMCDDA/34/15

The **Director elect** reminded that the letter of 7 August 2015 from the Federal Department of Home Affairs of the Swiss Confederation to the EMCDDA Director expressing interest in a more formal framework for cooperation with the EMCDDA, possibly by means of a Memorandum of Understanding, was circulated at the Executive Committee and Management Board meetings of September 2015. The European Commission stressed at the Executive Committee meeting that, further to the referendum held in 2014 in Switzerland on migration and asylum, the EU decided not to conclude new agreements with this country until the follow-up to the results of the referendum are known. As agreed at the last Management Board meeting, the European Commission discussed the issue with the European External Action Service (EEAS) and provided feedback on the issue.

The European Commission and the EEAS consider that scientific cooperation between the EMCDDA and Switzerland could be set by an exchange of letters clearly limiting the areas of cooperation, rather than through a Memorandum of Understanding. The proposed cooperation with Switzerland should be conditional upon the signature of a working arrangement between DG Migration and Home Affairs and the EMCDDA on the agency's international activities.

Decision: The Management Board decided at unanimity that the cooperation between the EMCDDA and Switzerland should be set by an exchange of letters clearly specifying the areas of cooperation, following the signature of a working arrangement between DG Migration and Home Affairs and the EMCDDA on the agency's international activities.



7. Points for information:

7.1. Overview on the implementation of the key epidemiological indicators in Europe

EMCDDA/35/15

Mr Paul Griffiths, Scientific Director, presented an overview on the assessment of the five key epidemiological indicators which provide tools for collecting harmonised information on important aspects of the drug situation and allowing trends to be monitored over time.

The methodology for assessing the implementation of the key indicators envisages annual progress reviews supported by a more detailed assessment conducted triennially. As well as assessing the current level of implementation, the exercise provides an opportunity to identify obstacles to national implementation and to discuss potential remedial measures.

This 2015 assessment of the implementation of the key indicators is particularly timely as it provides an appropriate point at which to document the progress made and to establish a benchmark for the forthcoming triennial work programme (2016–18). The EMCDDA will use this assessment to inform its strategy for ensuring the key indicators data is high quality and that the indicators remain fit for purpose.

Although the results of the assessment are generally positive and show that overall the European data set continues to progress, they do not provide grounds for complacency. In addition to specific problems related to the data available from some countries, the overall timeliness of reporting remains a general issue that needs addressing, especially given the increasingly dynamic nature of the contemporary drug problem. The compatibility of data across countries is also problematic in some areas, particularly in the assessment of problem drug use (PDU) and in some other areas, such as parts of the data on drug-related deaths (DRD). Since the assessment was last carried out, worsening economic conditions appear to have become more evident in terms of their negative knock-on effect on data collection in some countries. Finally, there is a clear ongoing need to adjust guidelines and methods to reflect changing conditions. This work is being done, but it remains challenging from both a resource and a technical perspective.

Detailed national sets were distributed to the delegations of countries with national focal points. The Scientific Director encouraged the Management Board members to discuss these with the respective national focal points, and stressed that the EMCDDA is available for any assistance which might be needed.

The **Director elect** informed that NO was extremely satisfied with the detailed assessment which was provided bilaterally, and that the national focal points gave a positive feedback on the overview at their meeting in November 2015. He stressed the good partnership between the EMCDDA and the national focal points and that possible issues to be resolved have to be addressed together.

7.2. Cooperation with non-EU countries, international organisations and other EU Agencies: recent developments

EMCDDA/36/15

The **Director** highlighted some of the recent developments in the implementation of the international cooperation strategy with third countries and international organisations and EU agencies.

The Director reminded that the EMCDDA and the Ukrainian Ministry of Health signed a Memorandum of Understanding (MoU) in 2010. At that time, the Ukrainian Medical and Monitoring Center on Alcohol and Drugs of the Ministry of Health of Ukraine (UMMCAD) had been appointed as EMCDDA contact point.

On 16 September 2015 the Ministry of Health of Ukraine communicated to the EMCDDA that, according to the decision adopted by the relevant Ukrainian authorities, the State Agency 'Ukrainian Monitoring and Medical Center on Drugs and Alcohol of the Ministry of Health of Ukraine' (UMMCDA) had become the competent authority for collecting and processing information on drugs and on the alcohol situation in Ukraine, and kindly asked to review the text of the current MoU to take this change into consideration. The Director informed the Executive Committee that he intended to sign an amendment, possibly in the form of an exchange of letters, to the current text of the MoU.

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7.3. First European conference on addictive behaviours and dependencies (Lisbon, 23–25 September 2015): conclusions by the Portuguese delegation

EMCDDA/37/15

PT presented to the Management Board members the conclusions of the first European Addiction Conference, which was organised in September 2015 by the Portuguese SICAD (Serviço de Intervenção em Comportamentos Aditivos e Dependências – General Directorate for Intervention on Addictive Behaviours and Dependencies), the Society for the Study of Addiction (Addiction), the EMCDDA and ISAJE (International Society of Addiction Journal Editors).

The Conference's Scientific Committee, which included over 50 of the most renowned scientists and experts in the addictions and drug related fields, reviewed around 300 abstracts submitted from more than 40 countries, for paper presentations, symposia and posters. On 13 July the maximum capacity of the Conference venue was reached (500 participants). The success of the Conference, however, is not only reflected in this level of interest, but also in the satisfaction expressed by participants in a post-conference survey. The results of the evaluation survey suggest that the conference met the expectations of its audience. Over half of the conference participants responded to the online questionnaire and a 86% of respondents rated the 16 conference keynote speakers as 'excellent' or 'very good', while two-thirds of respondents rated the 200 oral presentations in this way. The over 100 rapid communications (posters) were also considered of high quality by the participants. Finally, over 80 % of respondents rated the 'overall impression' of the conference as 'excellent' or 'very good'.

SICAD thanked the EMCDDA for its active participation on the Organising and Programme Committees and for all the support provided. SICAD is planning to organise a second edition of this European Conference in 2017 together with Addiction, EMCDDA and ISAJE, again in Lisbon. The intention is to promote on a regular basis this multidisciplinary event, in which the latest developments in the addiction field can be discussed.

The **Director** underlined the tremendous success of the Conference and thanked SICAD for its work. He stressed the excellent collaboration between SICAD and the EMCDDA and looked forward to the next edition.

Mr Gerhard Bühringer, Chair of the Scientific Committee, congratulated and thanked SICAD for the great success of the Conference, which represented a real step forward in the research of addiction behaviours and gathered a considerable number of leading scientists in this area.

Ms Floriana Sipala, representative of the European Commission, warmly thanked SICAD and the EMCDDA for their collaboration in the organisation of a very valuable and interesting conference, in cooperation with partners of the US and around Europe. The European Commission welcomes the planning of a second conference.

7.4. Planning of meetings

EMCDDA/38/15

The **Chair** informed that a revised calendar of meetings in 2016 will be circulated to all Management Board members.

8. Any other business

The **Chair** thanked the Director for his excellent collaboration over the past six years, and expressed his gratitude to the Management Board members for having elected him as member to the Executive Committee. He will endeavor to contribute with his experience to the work of the Executive Committee and will continue to support the agency in its relations with the host country. The Chair also wished the new Chair and Vice-Chair of the Management Board and the new Director all the success in their mandates. He further thanked the Vice-Chair and Chair of the Budget Committee for his valuable contribution during their last mandates, and the representatives of the European Parliament for their enriching contributions.

The Chair finally expressed his special thanks to Ms Monika Blum, who assisted him in his work as Chair, and Mr Gonçalo Felgueiras for his support. As usual he also thanked the staff for the quality of the documents, as well as translators and all staff members who helped prepare the meeting.



The next meeting will take place on 23–24 June 2016. The meeting was closed.

João GOULÃO
Chairperson of the Management Board

Annexes: I List of participants
II List of decisions and conclusions
III List of action points

Copy: Members, substitutes and observers of the Management Board

52nd meeting of the EMCDDA Management Board*Lisbon, 3–4 December 2015***LIST OF PARTICIPANTS**

Belgium	Mr Claude GILLARD
Bulgaria	Mr Momtchil VASSILEV
Czech Republic	Ms Lucia KISSOVA
Denmark	Mr Lars PETERSEN
Germany	Mr Dirk LESSER
Estonia	Ms Anna-Liisa PÄÄSUKENE
Ireland	Ms Susan SCALLY
Greece	Ms Christina DIAMANTOPOULOU
	Mr Gerasimos PAPANASTASATOS
Spain	Mr Francisco BABÍN VICH
	Ms Maria Sofia ARAGÓN SÁNCHEZ
France	Ms Laura d'ARRIGO
Croatia	Ms Sanja MIKULIĆ
Cyprus	Mr Stelios SERGIDES
Latvia	Mr Dzintars MOZGIS
Lithuania	Ms Inga JUOZAPAVIČIENĖ
Luxembourg	Mr Xavier POOS
Hungary	Ms Ibolya CSÁKÓ
Malta	Ms Marilyn CLARK
The Netherlands	Ms Wil DE ZWART
Austria	Mr Franz PIETSCH
	Mr Andreas WEINSEISS
Poland	Mr Piotr JABŁÓŃSKI



Portugal	Mr João GOULÃO
	Mr Manuel CARDOSO
	Ms Ana Sofia SANTOS
Romania	Mr Sorin OPREA
Slovakia	Ms Dominika GREISIGEROVÁ
Finland	Ms Elna KOTOVIRTA
Sweden	Ms Lina PASTOREK
United Kingdom	Mr John McCracken
Norway	Ms Lilly Sofie OTTESEN
Turkey	Mr Cengiz ERIŞİR
	Mr Onur ÖZEN
EUROPEAN COMMISSION	Ms Floriana SIPALA (DG HOME)
	Ms Paola MAZZARINI (DG HOME)
EUROPEAN PARLIAMENT	Ms Barbara DÜHRKOP DÜHRKOP
	Ms Carla ROSSI
POMPIDOU GROUP	Mr Jan MALINOWSKI
	Mr Thomas KATTAU
SCIENTIFIC COMMITTEE	Mr Gerhard BÜHRINGER
REITOX	Mr Tim PFEIFFER-GERSCHEL
EMCDDA	Mr Wolfgang GÖTZ
	Mr Alexis GOOSDEEL
	Mr Gonçalo FELGUEIRAS
	Mr Fabian PEREYRA
	Ms Monika BLUM



LIST OF DECISIONS AND CONCLUSIONS

1. Adoption of the agenda

EMCDDA/17/15 rev 1

The Management Board adopted the revised agenda of the meeting.

5. Points for decision/adoption by the Management Board:

5.1. Budget for 2016

EMCDDA/22/15

The Management Board adopted at unanimity the EMCDDA budget for 2016.

5.2. Strategy and work programme for 2016–18 and work programme for 2016

EMCDDA/23/15

The Management Board adopted at unanimity the strategy and work programme for 2016–18 and the work programme for 2016, which will be revised in the lights of the comments made by DK and SE.

5.3. Preliminary draft budget for 2017

EMCDDA/24/15

The Management Board adopted the preliminary draft budget for 2017, with the abstention of the European Commission.

5.4. Art. 32 of the EMCDDA Financial Regulation:

EMCDDA/25/15

- Changes to the annual and multi-annual programming

In line with the relevant provisions of article 32 of the Framework Financial Regulation applicable to EU agencies and of the EMCDDA Financial Regulation, the Management Board adopted at unanimity the proposed definition of 'non-substantial amendments' to the annual work programme, and delegated the power to make such 'non-substantial amendments' to the EMCDDA Director.

5.5. Renewal of the Scientific Committee

EMCDDA/27/15

Upon recommendation by the Executive Committee, the Management Board decided to renew the members of the EMCDDA Scientific Committee for a further three-year period from 2017–19, and to extend the validity of the reserve list for the same period.

5.6. Election of the Chair of the Management Board (restricted session)

EMCDDA/28/15

The Management Board elected Ms Laura d'Arrigo in the first voting round by 23 votes in favour, 4 votes against and 5 abstentions for a first mandate as Chair of the Management Board from 1 January 2016 to 31 December 2018.

5.7. Election of the Vice-Chair of the Management Board (restricted session)

EMCDDA/29/15

The Management Board elected Mr Franz Pietsch in the first voting round by 23 votes in favour, 9 votes for Mr Xavier Poos, no votes against and no abstentions for a first mandate as Vice-Chair of the Management Board from 1 January 2016 to 31 December 2018.

5.8. Election of one Budget Committee member (restricted session)

EMCDDA/30/15

The Management Board renewed Mr Claude Gillard as Budget Committee member in the first voting round by 30 votes in favour and 2 abstentions for a mandate from 1 January 2016 to 31 December 2018. The Management Board also elected at unanimity Mr Claude Gillard as Chair of the Budget Committee for the same period.

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5.9. Election of two Executive Committee members

The Management Board elected Mr João Goulão (PT) and Ms Susan Scally (IE) as members to the Executive Committee for a mandate from 1 January 2016 to 31 December 2018.

6.1. Temporary modification of the EMCDDA organisational structure

EMCDDA/31/15

The Management Board adopted at unanimity the temporary modification of the organisational structure of the EMCDDA.

6.2. Charter of the EMCDDA accounting officer

EMCDDA/32/15

The Management Board adopted the proposed charter of the EMCDDA accounting officer.

6.3. IAS Strategic Internal Audit Plan for 2016–18

EMCDDA/33/15

The Management Board considered that 'Business Continuity' and 'Management of data collection, validation and quality assurance' should be the only topics to be audited by the IAS under the Strategic internal audit plan for 2016–18. The European Commission voted against this decision.

6.4. Memorandum of Understanding between the EMCDDA and Switzerland

EMCDDA/34/15

The Management Board decided at unanimity that the cooperation between the EMCDDA and Switzerland should be set by an exchange of letters clearly specifying the areas of cooperation, following the signature of a working arrangement between DG Migration and Home Affairs and the EMCDDA on the agency's international activities.

**LIST OF ACTION POINTS**

Agenda point	Action to take	Responsible	Date
5.2.	Finalise the strategy and work programme for 2016–18 and the work programme for 2016 in the light of the comments made by DK and SE	EMCDDA	December 2015
6.3.	Consider inviting the IAS Director to a future Executive Committee or Management Board meeting for an exchange of views	EMCDDA	
6.4.	Signature of a working agreement between DG Migration and Home Affairs of the European Commission and the EMCDDA, and exchange of letters between the EMCDDA Director and the Federal Department of Home Affairs of the Swiss Confederation on cooperation between the EMCDDA and Switzerland	Director	2016